

Takoma Park CityTV  
7500 Maple Ave., Takoma Park, MD 20912  
301.891.7118 voice; 301.270.8794 fax  
[cabletv@takomagov.org](mailto:cabletv@takomagov.org)



### Request for Bulletin Board Announcements

Takoma Park CityTV's Bulletin Board is a great resource for announcing events and providing information from City agencies, community groups and non-profit organizations. No commercial advertising is accepted. We run event announcements in addition to basic City service information, classes, a program guide for the channel and "consumer tips" such as fire safety tips. We can also run your announcements in languages other than English if you provide the translated copy electronically. Please call for more information about this.

Please give basic details of your event, program, or information. ALWAYS include a contact phone number so viewers may find out more. Remember that this medium lends itself to short, catchy phrases in big type, not lengthy explanatory paragraphs! We can work from a flyer you have already created as long as the following information is provided:

Name of Requestor: \_\_\_\_\_ Phone: \_\_\_\_\_

Organization: \_\_\_\_\_ E-mail: \_\_\_\_\_

Date of Event: (if applicable) \_\_\_\_\_

Dates to Run Announcement: Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

For Further Information Call: \_\_\_\_\_

Details (date, organization name, location, time, address if appropriate, website if appropriate)

---

---

---

---

---

---

---

---

---

---

We can handle: Photos, electronic images on disk or via e-mail, flyers with printed logos and Microsoft Powerpoint presentation files. Please indicate below what you are submitting with this request and if you need it returned.

Item(s) submitted: \_\_\_\_\_ Please Return: \_\_\_\_\_ YES \_\_\_\_\_ NO

Thank You! Takoma Park CityTV 13